



TRISON
Business College
TOID: 4236 CRICOS: 02359G

Application for Release Form

This form is for a change of provider **prior to the mandatory 6 months completion of the 'principal course of study'**. Please read the attached *Transfer between Registered Providers Policy* to determine if you meet the requirements to be **granted a Letter of Release**. If you have completed more than 6 months of the principal course of study, please fill in the *Application for Student Withdrawal Form* (available from reception).

Student Name: _____ Student Number: _____

Qualification/Course: _____ Class Group: _____

Contact Phone Number: _____

Contact Email address: _____

Reason for transfer:

Please attach:

- Letter of Offer from the Receiving Provider
- Any other relevant supporting documentation

Student Signature.....

Date.....

- Please submit this form to any TRISON Business College campus Reception in Melbourne, Sydney or Adelaide or via email at admissions@trison.edu.au
- Please note: you have not been officially withdrawn from TRISON Business College until this application is approved and you are notified in writing. If you do not have written confirmation of your cancellation of enrolment at TRISON Business College and you do not attend your scheduled classes, you will be marked absent and your attendance percentage will be affected.